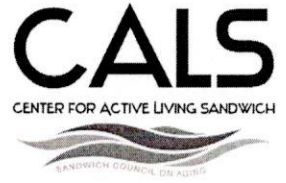




SANDWICH COUNCIL ON AGING BOARD OF DIRECTORS MEETING MINUTES



Date: September 28, 2018

Time: 8.48am

Facilitator: Chairman, Neal O'Brien

TOWN CLERK
TOWN OF SANDWICH

OCT 29 2018

10:00 M A M
RECEIVED & RECORDED

In Attendance

Neal O'Brien, Chair; Michael Bondarek, Vice Chair; John Vibberts, Treasurer; Judy Hendy, Karen Cotter, Pat Walsh, Board Members; Susan Marancik, Senior and Community Services Director.

Guest(s) Mary Jo French joined as a guest as a potential future board member.

Absent: Pat Collins

Approval of Minutes

The minutes for August 24, 2018 were approved.

Treasurer's Report

John reported status quo regarding the budget report. Judy did question as to why the COA as a board cannot generate income. For example, the ads on the cover of the monthly newsletter. Susan explained the guidelines as a board servicing a municipality. Susan will discuss with Judy in more detail.

Directors Report

Susan had several updates to report:

- Tax Credit Program was a big success. Kuddos to Marian McLoughlin, Ellen Swain and Mary Jane Ross for all their hard work.
- Medicare open enrollment is October 15 – December 7
- Facilities continue to be enhanced with brighter lights bulbs in the entrance area and painting will be done in several areas. The storage rooms have been cleaned out and room are being used more efficiently
- Bus driver interviews are ongoing with several quality candidates
- The COA Newsletter has received favorable feedback regarding the new layout. Thanks to Kim Lannigan. Susan has received good feedback on programming included the Men's breakfast. Next Men's Breakfast will be in November. Rita continues to do an outstanding job in outreach.

- Budget – the formula grant is in the works. Anticipated to be \$12 per senior this year. Susan is planning through the calendar year 2019.
- Social Media: FaceBook has had some good interaction. The COA is now listed under departments on the town website for better visibility. The Enterprise published an article which stated that Sandwich was one of the youngest towns on the Cape. Neal sent a rebuttal but it was not published. The Board is looking for the most recent Federal census to have accurate numbers as we move forward.

Guest Mary Jo French

Mary Jo French is interest in becoming a CoA Board Member. She is a Sandwich resident and a recent empty nester with two daughters off to college. Mary Jo is a Social Worker at Spaulding Rehabilitation. She has a deep background of caring for all age groups including the VNA. Mary Jo has been an active volunteer in a variety of organizations in town over the years.

We are delighted that Mary Jo expressed her interest to join the board which the board unanimously accepted her interest. Susan will process the necessary paperwork to make the appointment official. Welcome Mary Jo!

Friends of the CoA

Karen and Pat Collins attended the last meeting of the Friends of the CoA and were surprised to hear of their intent to disband. According to Susan, no final decision has been made at this time. The next regular meeting of the Friends is scheduled for 10/2/18 at 9:30am in the Human Services Building. In addition, their annual luncheon and meeting is slated for October 17. It was suggested that there is an overall feeling that the Friends group is burned-out with lack of clearly defined roles and lack of new members. The Board members expressed concern of the funds that the Friends have raised and were assured by Susan that the charter states that the funds will be used for Senior purposes.

New Business

- Open House – Sunday, September 30, 12:30 to end of game. Karen and Pat Collins have placed flyers all over town. Neal has secured a hot dog machine and a popcorn machine for the event. Michael also has some goodies to add to the event.

Executive Session

The Board moved to executive session for the remainder of the meeting.

Next Meeting

8:45am, October 26, 2018, Human Services Building, Lower level meeting room.

The meeting adjourned at 10:05am.